ACTION ITEMS
Board of Directors Meeting
June 27-28, 2001

No. – Pg.	Responsibility	Summary of Action	Status
1 - 4	Coda	Send appointment letter to Board subcommittees for ALI, council and elected committee nominations.	_____
2 - 4	Coda	Send appointment letters to Appeals Panel for Standards.	_____
3 - 5	Coda	Send appointment letter to ASHRAE representative to NFPA 5000 series standards.	_____
4 - 5	Coad	Send thank-you letter to Host Committee for Cincinnati meeting.	_____
5 - 5	Coda	Notify Scholarship Trustees of Board approval of Bootle Memorial Scholarship. Add criteria to Scholarship Guidelines.	_____
6 - 6	Peterson	(Subcommittee) Recommend changes, if needed, to ROBs on Board members residing in their regions.	_____
7 - 6	Coda	Request Foundation approval of an increase in its contribution to ALI from $25,000 to $50,000.	_____
8 - 7	Coda	Notify VIT Pune Student Branch that the BOD approved its charter. Arrange for presentation of the charter.	_____
9 - 7	Coda	Notify the Sri Lankan Chapter of BOD approval of its charter. Arrange for presentation of the charter.	_____
10 - 7	Coda	Notify the Laguna Section of the Monterrey Chapter of BOD approval of its charter. Arrange for presentation of the charter.	_____
11 - 7	Coda	Notify the Community College of Spokane of BOD approval of its student branch charter. Arrange for presentation of the charter.	_____
12 - 7	Coda	Arrange for presentation of the 2002 E.K. Campbell Award.	_____
13 - 8	Coda	Revise section 6.1.1 of the Membership Promotion Committee BAR.	_____
14 - 8	Coda	Revise Appendix A of the Membership Promotion Committee BAR.	_____
15 - 8	Coda	Revise section 5.8 of the C&BL BAR.	_____
16 - 8	Coda	Revise scope and purpose of Meetings Arrangements Committee.	_____
17 - 8	Coda	Revise Appendix A of the H&A Committee BAR.	_____

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18 - 8	Coda	Research H&A rules to ensure that no rules were violated based on the new criteria for Honorary Member when the Board voted on Honorary Member at the June 24 Board meeting.	_____
19 - 9	Coda	Revise Appendix B of the H&A Committee BAR.	_____
20 - 9	Bilderbeck	Notify H&A that they should follow the Board's directive regarding returning all endowed awards to their original endowment provisions.	_____
21 - 10	Bilderbeck	Notify H&A chairman to be available to the executive session of the Board meeting during discussion of honors and awards.	_____
22 - 10	de Bullet	Notify the Hawaii Chapter of Board approval on use of the ASHRAE logo on golf shirts for the 2002 Annual Meeting.	_____
23 - 10	Coda	Revise Historical Committee BAR.	_____
24 - 12	Burgett	Notify the SSPC 62.2 chair of Board approval of changes to title, purpose and scope of draft Standard 62.2.	_____
25 - 12	Coda	Revise section 6.2.2 of the Resource Development Committee BAR.	_____
26 - 13	Coda	Revise committee budget/financial statements to include contributions and committee reserve funds for any unused funds at the end of each Society year.	_____
27 - 13	Groff	Ensure that the Environmental Health Committee is addressing implementation of recommendations from the Health Impacts in Standards Ad Hoc Committee that were approved by the Board .	_____
28 - 13	Holness	(Subcommittee) Study rules on BOD use of letter ballots and submit a recommendation to the Board in January 2002.	_____
29 - 14	Williams	(Subcommittee) Study the issue of regional representation of DALs and present a report to the Board in January 2002.	_____
30 - 15	Coad	Appoint David Arnold as the interim Regional Chairman for the Region-at-Large for 2001-2002.	_____
31 - 15	Coda	Publish BSR/ASHRAE Addendum *b* to ANSI/ASHRAE Standard 15-1994.	_____
32 - 15	Coda	Publish BSR/ASHRAE Addendum *s* to ANSI/ASHRAE Standard 34-1997.	_____
33 - 15	Coda	Publish BSR/ASHRAE Addendum *t* to ANSI/ASHRAE Standard 34-1997.	_____

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34 - 15	Coda	Publish BSR/ASHRAE/AMCA Addendum *a* to ANSI/ASHRAE Standard 51-1999/ANSI/AMCA Standard 210-1999.	
35 - 15	Coda	Publish BSR/ASHRAE Addendum *q* to ANSI/ASHRAE Standard 62-1999.	
36 - 16	Coda	Publish BSR/ASHRAE Addendum *s* to ANSI/ASHRAE Standard 62-1999.	
37 - 15	Coda	Publish BSR/ASHRAE Standard 87.3.	
38 - 16	Coda	Publish BSR/ASHRAE/IESNA Addendum *ad* to ANSI/ASHRAE/IESNA Standard 90.1-1999.	
39 - 16	Coda	Publish BSR/ASHRAE/IESNA Addendum *af* to ANSI/ASHRAE/IESNA Standard 90.1-1999.	
40 - 16	Coda	Publish BSR/ASHRAE/IESNA Addendum *ah* to ANSI/ASHRAE/IESNA Standard 90.1-1999.	
41 - 16	Coda	Publish BSR/ASHRAE Addendum *l* to ANSI/ASHRAE Standard 90.2-1993R.	
42 - 16	Coda	Publish BSR/ASHRAE Standard 127P.	
43 - 16	Coda	Publish BSR/ASHRAE Standard 128P.	
44 - 16	Coda	Publish BSR/ASHRAE Standard 133P.	
45 - 16	Coda	Publish BSR/ASHRAE Addendum *c* to ANSI/ASHRAE Standard 135-1995.	
46 - 16	Coda	Publish BSR/ASHRAE Addendum *d* to ANSI/ASHRAE Standard 135-1995.	
47 - 16	Coda	Publish BSR/ASHRAE Addendum *e* to ANSI/ASHRAE Standard 135-1995.	
48 - 17	Coda	Publish BSR/ASHRAE Standard 25-1990R.	
49 - 17	Coda	Publish BSR/ASHRAE Addendum *j* to ANSI/ASHRAE Standard 62-1999.	
50 - 17	Coda	Publish BSR/ASHRAE Addendum *l* to ANSI/ASHRAE Standard 62-1999.	
51 - 17	Coda	Publish BSR/ASHRAE Addendum *m* to ANSI/ASHRAE Standard 62-1999.	
52 - 17	Coda	Publish BSR/ASHRAE Addendum *w* to ANSI/ASHRAE Standard 62-1999.	

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53 - 18	Coda	Publish BSR/ASHRAE/IESNA Addendum *q* to ANSI/ASHRAE/IESNA Standard 90.1-1999.	_____
54 - 18	Coda	Publish BSR/ASHRAE/IESNA Addendum *am* to ANSI/ASHRAE/IESNA Standard 90.1-1999.	_____
55 - 18	Coda	Notify AMCA of Board approval to grant AMCA lead status for ANSI/ASHRAE Standard 51-1999/ANSI/AMCA Standard 210-1999.	_____
56 - 18	Coad/Burgett/ Coda	Contact DOE regarding ASHRAE involvement in the October 2001 satellite broadcast regarding Standard 90.1.	_____
57 - 20	Coda	Revise Metric (Units) Policy.	_____
58 - 20	Coda	Notify ARI of Board approval for ASHRAE to become an endorser of the ARTI 21-CR Program.	_____
59 - 21	Coad/Coda	Sign contract for increase of $20,000 in funding for 1199-TRP.	_____
60 - 21	Coda	Request that staff add information to research project analysis sheets to indicate that the best project was selected and the reason, if any, for not selecting the lowest bid.	_____
61 - 21	Burgett	Ensure that RAC is following their procedures in selecting bidders for research projects.	_____
62 - 21	Coad/Coda	Sign contract for 1211-TRP.	_____
63 - 21	Coad/Coda	Sign contract for 1088-TRP.	_____
64 - 22	Coda	Publish ASHRAE IAQ Position Document.	_____
65 - 22	Coda	Notify appropriate staff of withdrawal of the BOD resolution on Ozone Depletion and Global Warming.	_____
66 - 22	Coda	Revise section 4.12 of TEGA BAR.	_____
67 - 23	Sherman	(Subcommittee) Develop a recommendation on guidance to Technology Council regarding high-risk research procedure confidentiality.	_____
68 - 23	Coda	Include Board-approved Disclaimer when publishing guidelines.	_____
69 - 24	Debes	(Subcommittee) Present a recommendation to the Board on proposed changes to the selection criteria for the Milton W. Garland Refrigeration Award.	_____
70 - 24	LeViseur	(Subcommittee) Recommend a proactive approach to ASHRAE taking a leadership position in Building Sustainability.	_____

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71 - 24	Burgett	Confer with Mr. Coda regarding the budget for the Standards Management Information System.	_____
72 - 25	Debes	(Subcommittee) Determine if revisions to *Guidelines for the Selection of ASHRAE Fellows* are needed. Send draft recommendations to Board by September 15. If final recommendations are complete by October or November, notify H&A of the recommendations. Present final recommendations to Board when completed.	_____

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